



## RE-ROOF DURING INCLEMENT WEATHER

Building Division  
Effective: September 18, 2014

---

### DURING INCLEMENT WEATHER CONDITIONS

To assist and assure that the roofing contractor is able to maintain integrity of a re-roof project performed between the time periods of November 1 through March 1, the procedure for inspection of the nailing of the roof deck sheathing will be as follows:

- The roofing contractor shall submit on company letterhead, a statement that either the roof had no structural or water damage, or if any was found, that it was properly removed and replaced. The letter shall be signed and the printed name shall accompany the signature.
- The contractor shall also provide a drawn sketch of the entire roof layout of the subject property, and identify the location(s) where the damage was removed and replaced with new material.

### **IF THE ABOVE CONDITIONS ARE SATISFIED, NO TEAR-OFF INSPECTION WILL BE REQUIRED DURING THE ABOVE REFERENCED TIMEFRAME.**

The contractor may then proceed with the installation of the roof deck sheathing as per City of Brentwood requirements.

At time of roof deck inspection request, the contractor letter verifying the condition of the existing roof sheathing or framing, is required to be on site or hand delivered to the City of Brentwood Permit Center.

**The roof deck sheathing nailing shall not be inspected without the letter on site or in the possession of the Building Division.**